

Mail Completed form to:
Employer Support Services
Department of Retirement Systems
P.O. Box 48380
Olympia, WA. 98504-8380

USING THE RETIREE RETURNING TO WORK REPORT

To complete this form:

1. Fill in the employer and system information requested at the top of this form:

The retirement system the retiree is **working in** (only one system per page)

L = Law Enforcement Officers' & Firefighters Retirement System

P = Public Employees' Retirement System

S = State Patrol

T = Teachers' Retirement System

The employer's name

The name of the person preparing the form

The date the form was mailed to DRS

The telephone number of the person who completed the form

Page number

2. Complete the retiree information for the transactions you are submitting:

Enter the retiree's Social Security number

Enter the retiree's Name

3. Complete the employment information for the transactions you are submitting:

Enter the retiree's date of hire in their current position in the begin date columns (mmddyy)

Enter the retiree's termination of employment date in the end date columns (mmddyy) - DRS can not accept end dates beyond the current date

Put an "X" in the box to the right of the position status that applies to each retiree

4. Make a copy of the form for your records.

5. Send the form to DRS at the address given in the lower right corner of this form.

Note: Regarding use of the date fields:

The appropriate dates and other applicable information should be submitted if a retiree moves from an eligible position to an ineligible position or vice versa.

This information determines when a retiree's monthly benefit will be suspended or when it can resume.

Note: Regarding position status:

Use the PERS definition for position eligibility when you are reporting retirees in PERS positions.

Use the TRS Plan 2 definition for position eligibility when you are reporting retirees in TRS positions (including TRS Plan 1 retirees).

Use the full-time, fully compensated LEOFF definition for position eligibility when you are reporting retirees in LEOFF positions. (If a retiree of LEOFF is hired into a position that is eligible for LEOFF, the retiree should be reported on the Monthly Contribution Transmittal Report and not the Retirees Who Return to Work Report.

Use the Washington State Patrol Retirement System (WSPRS) definition for position eligibility when you are reporting retirees in WSPRS positions.

Refer to DRS Notice 97-002 for more information or call Employer Support Services at (360) 664-7000 or 1-800-547-6657 if you have any questions.